

# EXECUTIVE SECRETARIAT

## Routing Slip

TO:

|    |           | ACTION | INFO | DATE | INITIAL |
|----|-----------|--------|------|------|---------|
| 1  | DCI       |        |      |      |         |
| 2  | DDCI      |        |      |      |         |
| 3  | EXDIR     |        |      |      |         |
| 4  | D/ICS     |        |      |      |         |
| 5  | DDI       |        | ✓    |      |         |
| 6  | DDA       |        | ✓    |      |         |
| 7  | DDO       |        | ✓    |      |         |
| 8  | DDS&T     |        |      |      |         |
| 9  | Chm/NIC   |        |      |      |         |
| 10 | GC        |        |      |      |         |
| 11 | IG        |        |      |      |         |
| 12 | Compt     |        |      |      |         |
| 13 | D/EEO     |        |      |      |         |
| 14 | D/Pers    |        |      |      |         |
| 15 | D/OEA     |        |      |      |         |
| 16 | C/PAD/OEA |        |      |      |         |
| 17 | SA/IA     |        | ✓    |      |         |
| 18 | AO/DCI    |        |      |      |         |
| 19 | C/IPD/CIS |        |      |      |         |
| 20 | NIO/NEA   |        | ✓    |      |         |
| 21 |           |        |      |      |         |
| 22 |           |        |      |      |         |

**SUSPENSE** \_\_\_\_\_ Date \_\_\_\_\_

Remarks: \_\_\_\_\_

STAT

3/10/82  
Date

State Dept. review completed



# Department Notice

March 5, 1982

TO KEY PERSONNEL

## Establishment of NEA/MFO Office

82-0690

The Multinational Force and Observers (MFO) is the international organization established to assist in the implementation of the Treaty of Peace between Egypt and Israel signed on May 26, 1979. In accordance with Public Law 97-132, the United States is contributing civilian and military personnel to this new organization as well as sharing in the financial support of the MFO.

With the MFO's establishment, a single "focal point" is required within the Executive Branch for liaison and for coordination of support activities of the new international organization. For this purpose, a new office has been established in the Bureau of Near Eastern and South Asian Affairs (NEA). The office is to be referred to as NEA/MFO. Its Director will be Minister-Counselor Robert B. Houghton. His office is located in Room 5212 - telephone 632-9557 and 632-2505.

The specific responsibilities of the office will include:

-- General USG liaison with the MFO. This includes all substantive and administrative contacts with the Department of State, DOD and other USG organizations, as appropriate.

-- Interagency coordination of USG support functions and other aspects of US participation in the MFO, as well as ongoing US diplomatic support of efforts by the MFO, Egypt and Israel in connection with the participation of other nations in the MFO.

-- Coordination of actions related to US participation in the MFO with other US activities related to the overall peace process in the region.

-- Procurement support for items out of US stocks and, as requested by the MFO, for services and support from US sources.

-- Provision of limited contracting support to the MFO.

-- As required, recruitment, screening and nomination of qualified personnel from State, AID, ICA and other agencies to serve as observers with the MFO, and provision of administrative and personnel support, including assistance with onward assignments.